



To whom it may concern:

Below is a link to the Central Procurements Office's surveying tool. We ask that you take a few short minutes to complete this survey. The purpose of this survey is to strengthen the partnership between Agencies and the Central Procurement Office (CPO) by capturing Agency assessments of, and actionable comments on, the services provided by the Central Procurement Office. Our goal is to meet Agency procurement-related needs and goals by implementing improvements to CPO approaches, processes, and tools deriving from this feedback.

To complete the survey, please go to the following link:

**<https://www.surveymonkey.com/r/stateoftncpocustomer>**, and, where applicable, select the response ("Strongly agree," "Agree," etc.) that best describes the Sourcing Analyst's work in each of the various areas of the procurement process. Select the "Neither agree nor disagree" response for any question that is not applicable to your experiences with the Central Procurement Office in general or this procurement specifically.

Additionally, if there are any concerns that you or others in your agency feel need to be dealt with immediately please contact *Nick Edwards* 615-741-1075.

Thank you,



**Mike Leitzke** | Sourcing Account Management  
Central Procurement Office  
Tennessee Tower, 3rd Floor  
312 Rosa L. Parks Ave., Nashville, TN 37243  
p. 615-741-5666  
[Michael.S.Leitzke@tn.gov](mailto:Michael.S.Leitzke@tn.gov)  
[tn.gov/generalservices/](http://tn.gov/generalservices/)